

Workers' Compensation Paralegal/Lawyer

The primary responsibility in this role is to develop and maintain a strong professional relationship with our clients and case management teams by providing sound advice, guidance, and when necessary representation before the Workplace Safety and Insurance Board (WSIB) or before the Workplace Safety and Insurance Appeals Tribunal (WSIAT).

The Paralegal/Lawyer needs to have the experience and ability to conduct merit review of WSIB/WCB cases and provide practical advice to our case management team and clients. A demonstrated understanding of medical terminology and human rights legislation will be a key asset in providing this service. Knowledge of experience rating systems in and outside of Ontario would be a key advantage to this position. We encourage our team members to develop strong working relationships with the WSIB and WSIAT in resolving issues and delivering client service emphasizing a practical approach.

The position involves occasional travel within the Province of Ontario.

Must be able to do:

- Prepare written briefs and submissions on behalf of Clients.
- Prepare for and conduct appeal hearings before the WSIB and WSIAT.
- Research laws and past judicial decisions
- Analyze and organize research and information
- Interact with and support our client's in the delivery of our services

Qualifications:

- Must either be a licensed Paralegal or Lawyer recognized by the Law Society of Upper Canada (LSUC) and be in good standing.
- Must have at least 3-5 years' work experience in a workers' compensation claims management capacity either at WSIB (or a similar provincial workers' compensation board – commission) or in an in-house capacity at a private company with corresponding knowledge of workers' compensation statutes, policies and procedures.
- Must have prior experience representing in both written and oral proceedings;
 - Superior Communication Skills – Written/Oral;
 - Research and Investigative skills;
 - Technological skills;
 - Organizational skills;
 - Ability to multi-task;
 - Attention to detail;
 - Ability to work independently.